

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS  
PUBLIC HEARING AGENDA  
JANUARY 21, 2003  
6:15 P.M.  
(Animal Services Adoption Fee Schedule)**

- I. Call to Order**
- II. Public Comments**
- III. Adjournment**

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING AGENDA  
JANUARY 21, 2003  
6:30 P.M.**

Call to Order

Invocation/Pledge of Allegiance

Adjustments/Approval of Agenda

Public Comments

Approval of Consent Agenda

- A. Minutes**
  - 1. January 6, 2003 Public Hearing Minutes 6:00 p.m. .... pg. 01-02
  - 2. January 6, 2003 Public Hearing Minutes 6:15 p.m. .... pg. 03-04
  - 3. January 6, 2003 Regular Meeting Minutes ..... pg. 05-09
- B. Tax Matters**
  - 1. Approval of Tax Releases for January 2003..... pg. 10-23
  - 2. Approval of Fire Fee Releases for January 2003..... pg. 24-27
  - 3. Approval of September 2002 Motor Vehicle Valuation & Levy ..... pg. 28-32
  - 4. Approval of 2002 Valuation and Levy for Brunswick County ..... pg. 33-43  
and 2002 Valuations and Levies for Municipalities and Sanitary District and charge the Tax  
Collector with collecting the Levies.
- C. Finance.....pg. 44-48**

We are in receipt of the following FY 2002-2003 budget amendment requests:

1) Register of Deeds

\$393,000 Increase

Register of Deeds Fee Revenue

This amendment represents a request from the Register of Deeds to increase the appropriation for estimated revenue to be collected for Excise tax, Recording Fees and other fees for the State of North Carolina's portion of these revenues. A portion of this revenue has already been collected, with the remainder anticipated to be collected before June 30, 2003. The Register of Deeds is responsible for the collection of this portion of revenue that by statute belongs to the State of North Carolina. The County

is responsible for budgeting and accounting for this revenue in the same manner as it does all other revenue.

2) Engineering

\$ 1,290 Increase                      Stormwater Permit Fee Revenue

This amendment represents a request from the Director of Engineering Services to procure a new personal computer for the stormwater inspector. We understand that this new computer will be installed on the network to allow access to the Central Permitting software as well as have the AutoCAD software installed on it that was approved in the FY 2002-2003 budget. This County revenue has already been received for stormwater permits, and is available for appropriation. County funds in the amount of \$1,290 are involved.

3) Employee Adjustments & Fringe Benefits

\$117,852 Increase                      Settlement Revenue for the outstanding GRIT claims

This amendment represents an increase in revenue pursuant to a check received for a settlement on the GRIT claims issue. This revenue has been allocated towards the County's agreement with the individual worker's comp claims settled to date. As you will recall, GRIT was the County's prior carrier for worker's compensation insurance. County funds are not involved.

4) Sheriff's Department

\$ 28,567 Increase                      Federal Revenues

This amendment represents an approved Local Law Enforcement Block Grant (LLEBG) the Sheriff's department has been awarded. This grant requires a 10% local match of which the Sheriff has located in his existing budget. These grant funds will be used to procure secondary shoulder weapons for enforcement personnel. County funds are not involved.

5) Emergency Management

\$ 3,894 Increase                      State Revenue

The amendment represents the amount received over budget for the Performance Grant administered by the Emergency Management department. At the request of the department, this excess revenue will be used for miscellaneous needs of the department. County funds are not involved.

6) Family & Youth Inc.

\$ 3,664 Decrease                      State Revenue

We have received notification of a reduction in the Office of Juvenile Justice grant for Family & Youth Inc. services. Our understanding is Family & Youth Inc. has made adjustments accordingly for this reduction in State funding. County funds are not involved.

7) Health - Personnel Division and Family Planning

\$ 2,330 Decrease                      State Revenue - Restricted

The amendment represents the final budget adjustment to bring the County budget to be in balance with the State budget. County funds are not involved.

8) Health - Immunization Program

\$ 2,193 Increase                      State Aid - Restricted and other revenues

The amendment represents additional State funds that will be used for administering the school-site immunization program. Also included in this amendment are revenues that have been collected in excess of the current budget that will be used to offset current expense regarding the procurement of flu vaccine for children. County funds are not involved.

9) Health - Adult Health Program

\$ 15,629 Increase                      Fees collected for flu and pneumonia shots

The Health department has requested to amend for the above referenced revenue received for the flu and pneumonia shots given to adults. This revenue was collected in excess of the current budget, and will be used to offset the expense already incurred for excess flu and pneumonia shots. This revenue is not restricted and is County funds.

10) East/West Regional Wastewater Capital Project Ordinance

\$31,405 Increase                      General Fund Balance

This amendment represents boundary surveying costs associated with the land pertaining to the west regional wastewater plant. This cost will be recovered from the financing proceeds for this project later this calendar year. County funds in the amount of \$31,405 are involved.

11) County Attorney

\$13,555 Increase                      General Fund Balance

This amendment represents the County's portion of attorney fees for the mediated settlement pertaining to litigation related to South Brunswick Water & Sewer Authority. County funds in the amount of \$13,555 are involved.

12) Sewer Fund

\$52,837 Increase                      General Fund Balance

The amendment represents the amount the Board discussed and authorized at its January 13, 2003 recessed meeting pertaining to the County's wastewater system located at the Government Center. County funds in the amount of \$52,837 are involved.

We request the Board's concurrence to amend the FY 2002-2003 Budget Ordinance and the East/West Regional Wastewater Capital Project Ordinance accordingly.

- E.      **Planning/Central Permitting** ..... pg. 49-50
  - 1. Request approval to waive Building Permit fees for non-profit Habitat for Humanity.
- VI.    **Presentations** (Mary Earp, Chairman) ..... pg. 51-52
  - 1. Voluntary Agricultural Districts Program Annual Status Report.

## **Administrative Report**

- 1. **Northeast Brunswick Regional Wastewater Treatment Facility - Change Order #1 – Harris Electric – (Jeff Phillips)** ..... pg. 53-79  
Staff recommends that the Board of Commissioners consider approving Change Order #1 with Harris Electric Company of Wilmington for the Northeast Brunswick Regional Wastewater Treatment Facility in the amount of \$8,520.00.
- 2. **Northeast Brunswick Regional Wastewater Treatment Facility - Change Order #3 – T.A. Loving Company – (Jeff Phillips)**..... pg. 80-101  
Staff recommends that the Board of Commissioners consider approving Change Order #3 with T.A. Loving Company for the Northeast Brunswick Regional Wastewater Treatment Facility in the amount of \$77,984.95.
- 3. **Operation Services – White Goods/Scrap Metal Contract – (Stephanie Rumley)**..... pg. 102-108  
Staff recommends that the Board of Commissioners consider awarding a contract to State Line Scrap Metal, Inc. for removal of white goods and scrap metal from the County Landfill.
- 4. **Emergency Services – Relocation of Antenna Site/Tower Installation – (Randy Thompson)** .... pg. 109-120  
Staff recommends that the Board of Commissioners consider the relocation of emergency communications antenna site to the County's Highway 211 Water Treatment Plant site and consider approving a lease agreement with LEC Services for the construction of a 300' non-guyed tower for a total lease cost of \$89,275.00.
- 5. **Emergency Services – Antenna Co-location Agreements – (Randy Thompson)** ..... pg. 121-131

Staff recommends that the Board of Commissioners consider approving antenna co-location agreements with the Town of Holden Beach, Town of Ocean Isle Beach, City of Southport and the Town of Sunset Beach to locate antenna associated with the new communications system on water tanks owned by each municipality.

**6. Architect New Detention Facility/Law Enforcement Center – (Marty Lawing)..... pg. 132-141**

Staff recommends that the Board of Commissioners consider approving the proposal and architectural agreement with Hemphill Associates to design the County Detention Facility/Law Enforcement Center and the associated Project Ordinance.

**7. Finance – Quarter Ending December 31, 2002 Financial Report – (Lithia Brooks) ..... pg. 142-158**

Staff recommends that the Board of Commissioners consider receiving the quarter ending December 31, 2002 Financial Report.

**8. FY 2002-2003 Goals & Objectives – Second Quarter Report – (Marty Lawing)..... pg. 159-176**

Staff recommends that the Board of Commissioners consider receiving the second quarter report for the 2002-2003 Goals & Objectives.

**Board Appointments**

1. Marine Fisheries Advisory Board (1 appointment, District 5) ..... pg. 177
2. Nursing Home and Adult Care Advisory Board ( 2 appointments, Districts 4 & 5)..... pg. 178

**County Attorney's Report**

**1. Animal Services .....pg. 179-18**

*To consider new reduced adoption rates for bonafide rescue groups providing proof of spaying/neutering before animals are adopted.*

**2. Resolution .....pg. 181**

*To consider adoption of a Resolution to North Carolina General Assembly and North Carolina Wildlife Resources Commission to exempt Brunswick County from the prohibition of gill netting.*

**3. Closed Session**

**Other Business/Informal Discussion**

**XI. Adjournment**